

DCNTP Board Meeting Minutes October 22, 2012

In Attendance:

Roberta Felker	Heather Lott
Randy Freese	Tim Mommearts
Marc Heuer	Melissa Ohm
Tom Howe	Ruthie Schaap

Location of Minutes and corresponding documents:

All Board Minutes can now be found on the password protected area of our website designed especially for our DCNTP Board: <http://dcntp.org/members/for-board/> **Password:** Induction

Please note that action items are in **Red**

Outcomes:

1. **reviewed** minutes of our last Board meeting and identify issues and next steps.
2. Used the *Induction Program Standards* to **assess** DCNTP's strengths and challenges regarding **NTIN** foci.
3. **Identified** our strengths and challenges using an *Induction Program Collaborative Assessment Log*.
4. **Considered** our sustainability and movement forward in several areas, and begin to identify strategies.

Connecting: Reviewing our start

Purpose: To look at our August Board meeting Minutes and suggest next steps (copy can be found on our website as described above)

- With a partner review August Board minutes and respond to the following:

- **What issues are raised for you?**

Ruthie/Tom

Issue: Mentor Refreshers cancelled but IM high attendance.

Next Steps: Consider how we might combine Mentor Refresher with C&O?

Marc/Heather

Issue: Based on consensus gram created in Instructional Mentoring teachers with less than 15 years of teaching are becoming mentors. Therefore, we should consider tapping into social media in unique and professional ways to support these mentors? Could this be another way to come at data collection? What about the use of Twitter?

Next Steps: Ruthie will talk to her friend about investigating Twitter by November 10 and let Tom know what she thinks. Tom will follow up with Fonda Lewis about possibly sharing at the next Beginning Teacher Seminar. Consider posting a question that the new teachers would respond to.

Randy/Tim:

Issue: Do we have the right people attending District Council so there is consistent communication back to districts? This may be related to first four bullets under challenges on August Minutes.

Next Steps: Tom should have one-on-one communications with District Council Members who don't attend and possibly e-mail them with a couple requests we have for them after the meetings. "The Ask"

Roberta/Melissa:

What is the status of offering Role of the Principal? Brett Jondle, McFarland AP, is very excited about our work. Doesn't seem to be enough interest to offer ROP this year. Consider for next year.

*Collecting local data? For whom, what do we want to do with the data? How do we leverage to the greatest advantage? Tom mentioned that we used to do an NTC Induction Survey. Typical of same data across the country. Data of implementation and data of impact. Implementation data is easy to obtain while impact is more difficult. Heather suggested that local data would likely be more helpful but she struggles to know which questions she needs to ask and what to measure. **Share NTC Data 2 year collection and possibly SEWNTP Survey at next meeting.***

Learning: Program standard assessment and direction for NTIN

Purpose: To assess using Induction Program Standards and to give direction to the NTIN team.

- Review overview graphic and Induction Program Standards, *Principal and Site Leadership Engagement, Mentor Professional Development and Learning Communities, and Focus on Equity and Universal Access.*
- Group reported out on *Next Steps and Support Needed*
 - Site Leader - Tim, Randy, Roberta
 - *Next Steps: Simple template for site leaders on what they can be doing at each time of year and then also include offerings from DCNTP by data/topic.*
 - *Support Needed: **District Council could start template and then follow up at a Principal Breakfast. Could be individual by district. McFarland and Waunakee has a place to start.***
 - Mentors – Heather/Marc
 - *Next Steps: Supporting districts to mentor around their priorities. Creating mentor learning communities, tailored to local need. How do we collect data on what the mentors need the most? Possibly bring together mentors in districts with similar initiatives.*
 - *Support Needed: Use Principal breakfast, other constructions to bring resources to goals. DCNTP as clearing house for mentor communication that works.*
 - Equity – Ruthie/Tom
 - *Next Steps: What do mentors know about culturally responsive teaching and equity, and how do they work with BT's.*
 - Support Needed:
 - *Mentoring for Equity-Marketed around the school report card and achievement gap. This will take you through some things you need to know.*
 - *Analyzing Student Work – Explicit, examples in ASW with Equity and EE and SLOs.*
 - *Mentor Forums – reflect on equity.*
 - *Better communication when offered of tying the tools to these immediate topics.*

Managing:

Purpose: to quickly disseminate necessary information and solicit feedback as needed.

- New this year: 1) Website; 2) Four audience newsletters; 3) Program Leader Coffee; 4) Third principal breakfast
- Budget Update: We are doing very well due to some additional revenue = \$2,410. Evansville's second consult: \$750.00, BT Seminar generated \$45.00 due to reciprocity agreement with WELS from SEWNTP and new attendance policy, cancelling Mentor Refresher \$300 and C&O Modules generated \$1315.00. We were slightly over budget on our first BT Seminar and Principal Breakfast = \$122.09. This was due to higher than anticipated attendance. We also needed to purchase a new LCD projector for \$476.23.
- Training updates: First BT seminar (49 participants), C&O (33 participants). Release Mentor Forum and Principal Breakfast attendance up as well.

- *ASW is coming up on Dec. 4-5. Districts indicated they would be sending 21 participants; We will not offer IM, Jan. 30-31 since districts indicated only 9 would be attending. We will provide these districts with the option to attend at SEWNTP. D&P will be offered since districts indicated 21 attending. This will be offered on Feb. 19-20.*
 - **Educator Effectiveness:** Tom will meet with Kris Joannes this Friday. What Educator Effectiveness issues/questions would you like addressed?
 - NTIN Representatives will be: Marc Heuer (Board Rep) and Steve Hernandez (member at large rep).
 - Shared a compiled District Council “hot topics” from our October District Council Meeting. Which three should we select to discuss at future meetings?
 - *Felker selected: SLOs, Danielson Materials and RTI SLD.*
 - *Freese selected: Engagment of new teachers in the induction program, professional learning communities and new teacher support, RTI and SLOs.*
 - *Mommaerts selected: SLOs, Danielson Materials and RTI*
- We would like all of our board member’s input so please complete the following one question survey to provide your top three topics ASAP if you are not listed above. <http://dcntp.org/members/for-board/> - then click on *District Council Topic Survey*.**
- *Next meeting, 4-6 pm, Dec. 10, 2012, following DC meeting at Monona Grove.*

Closing: Embracing the big picture

Purpose: To consider our sustainability and movement forward.

- Need to start considering some functional goals to assure that the DCNTP remains sustainable.
 - 1. Please review the document. <http://dcntp.org/members/for-board/> then select: Considerations For Expanding DCNTP**
 - 2. Start to think about some of the considerations listed related to our financials, services and succession planning**
 - 3. Be ready to discuss at December’s meeting.**